

# QUICKFUND\$ FOR EDUCATORS BUDGET- FORM 7B

Applicant Name \_\_\_\_\_ Date \_\_\_\_\_

Fill out the appropriate Teacher Incentive or Professional Development section below:

☐ **Teacher Incentive Grant:** Expenses for Project or Activity

**Planning Time** \_\_\_\_\_ \$ \_\_\_\_\_

(Funds needed by the applicant for time to work on a project.)

**Supplies/Materials** (The Commission cannot fund capital costs such as the purchase of equipment.)

Itemize: \_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

**Fees for Services and Other Expenses** (technical, production, consultant, space or equipment rental, shipping, etc.)

Itemize: \_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

**Travel/Subsistence** (Private vehicle @ .35 per mile) Cost allowed for travel beyond a 25-mile radius.

Airfare, car rental, or mileage \_\_\_\_\_ \$ \_\_\_\_\_

Meals (not to exceed \$30 per day) \_\_\_\_\_ \$ \_\_\_\_\_

Lodging \_\_\_\_\_ \$ \_\_\_\_\_

Other \_\_\_\_\_ \$ \_\_\_\_\_

**TOTAL COST OF PROJECT.....\$** \_\_\_\_\_

Total Grant Request (up to \$1,000) .....\$

*Note: Required cash match ratio 1:3. For example, if you request \$1,000, the match must be at least \$333.*

☐ **Professional Development:** Reimbursable expenses for applicants to attend workshops, conferences, educational events, and seminars. Copies of receipts for fees, lodging, and airfare are required for reimbursement.

**Fees** (Workshop/Conference/Seminar/Conference Materials/etc.)

Itemize: \_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

**Travel/Subsistence** (Private vehicle @ .35 per mile) Cost is allowed for travel beyond a 25-mile radius.

Airfare, car rental, or mileage \_\_\_\_\_ \$ \_\_\_\_\_

Meals (not to exceed \$30 per day) \_\_\_\_\_ \$ \_\_\_\_\_

Lodging \_\_\_\_\_ \$ \_\_\_\_\_

Other \_\_\_\_\_ \$ \_\_\_\_\_

**TOTAL COST OF ACTIVITY.....\$** \_\_\_\_\_

Total Reimbursement Request (up to \$500) \$

*Note: Required cash match ratio 1:1. For example, if you request \$500, the match must be at least \$500.*